



Director of Development

About the organization: Sankofa Community Development Corporation (Sankofa CDC) works to make healthy living accessible to vulnerable populations by building sustainable long-term solutions through access, empowerment, and transformation. Sankofa CDC transforms the environment in the Lower Ninth Ward through health-centered developments and addresses disparities by removing barriers to healthy living.

About the position

The Director of Development will be responsible for advancing the mission of Sankofa CDC by executing the organization's fund development plan and cultivating long lasting donor relationships. The fund development plan will include: annual giving, special events, donor stewardship, capital campaigns, major gifts and prospect development and an overall strategy for marketing and communications. The Director of Development will be responsible for managing fundraising campaigns such as annual EOY appeals, Give NOLA Day, Giving Tuesday; working building a program for donor engagement and visibility for Sankofa CDC; developing and managing gift and donor stewardship cycle; overseeing volunteer program to ensure meaningful engagement; support ED to cultivate and manage board members' individual and committee contributions; support ED to facilitate board involvement in fundraising; manage the development budget, and supervise team members.

Responsibilities

Strategic Planning:

- Create an annual fundraising plan that aligns with the organizational goals
- Develop a marketing and strategic communications plan
- Identify donors and create a stewardship plan to increase donations and membership
- Launch capital campaigns (Friends of the Sankofa Wetland Park Campaign and Fresh Stop Market Campaign)

Management:

- Financial management: budget, reporting and reconciliation of expenses
- Database management: gift processing and acknowledgement, tracking, metrics, reporting, wealth screening
- Prospect research: identify, screen and manage portfolio of donors
- Donor Cultivation: identify and build relationships with existing, new and prospective donors
- Donor Solicitation: oversee an annual portfolio of 100 donors \$5K and above; while supporting the ED, board and staff with their portfolio of donors
- Grants Management: Applying for grants & reporting (federal, state, foundation, govt and non-govt)
- Special Events: Oversee organize and manage fundraising and donor stewardship events
- Donor Acknowledgement and Stewardship: public and private recognition

Supervision:

- Recruit, train, and support development team members and key volunteers to assist in advancement efforts
- Communicate fundraising goals throughout the organization and empower board and team members to be advocates in fundraising
- Supervise communications coordinator/marketing firm with oversight of marketing material



Qualifications:

- 5 years of experience in nonprofit development and fundraising.
- Bachelor's degree
- Experience working with donor databases or customer relationship management (CRM) software, prospect research and wealth screening tools and proficiency in Microsoft Office
- 2 years of experience developing and overseeing the execution of organizational strategy, preferred.
- Competencies in the following: interpersonal relationships and strong communication skills, administration and management, grant writing, budget management, detail oriented
- Self-starter with a passion in helping organizations build capacity and sustainability
- Enthusiasm in leadership with capability to manage diverse teams to reach a common goal
- Ability to make timely, effective and ethical decisions

To Apply: Send resume and cover letter to [apply@sankofanola.org](mailto:apply@ sankofanola.org)

Job Type: Full-time

Salary: \$80,000.00 to \$100,000.00